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**SUBMIT DIRECTLY TO THE OFFICE OF PUBLIC RECORDS IN 232 HART BUILDING**

*Ely D*  
(Signature of Traveler)

# Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

**Post-Travel Filing Instructions:** Complete this form within 30 days of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**  
☒ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): United Nations Foundation, Word Food Program USA

Travel date(s): October 5-11, 2019

Name of accompanying family member (if any): NONE

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

## Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	\$8,273.03	\$672	\$240	\$155 (Niger visa)
<input checked="" type="checkbox"/> Actual Amount				

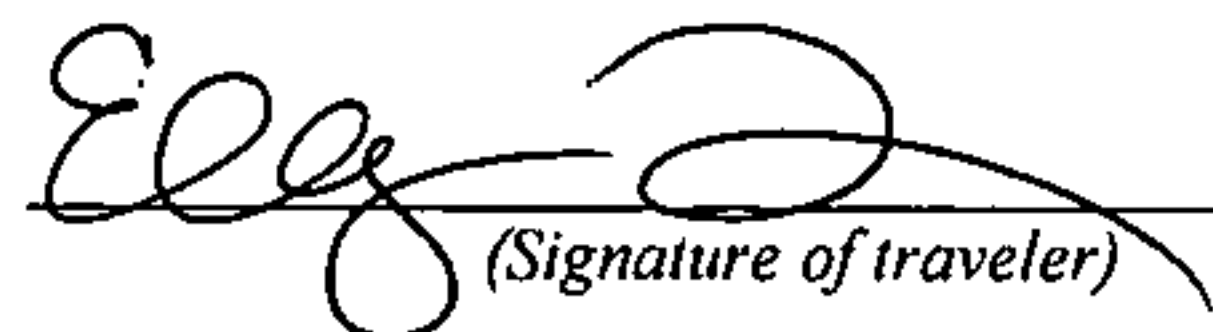
## Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	NONE	NONE	NONE	NONE
<input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): See attached

12/19/19  
(Date)

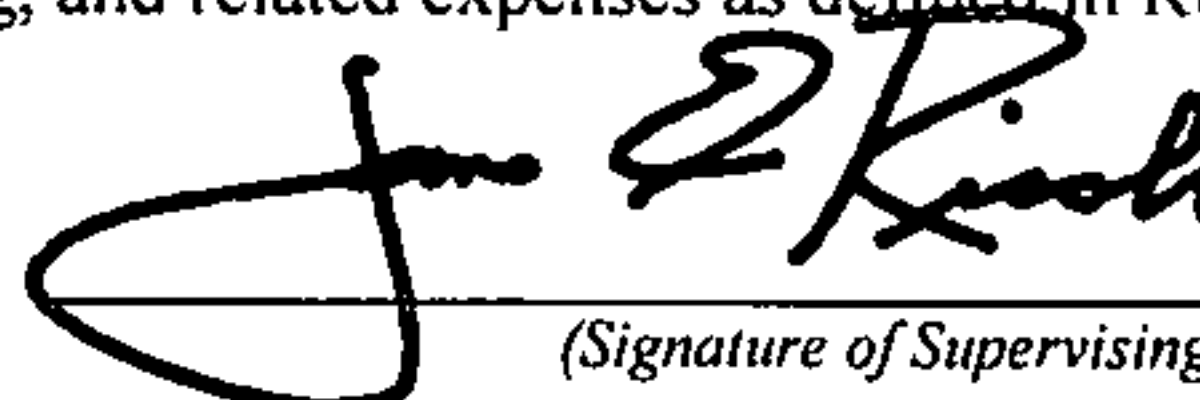
Elizabeth Lewis  
(Printed name of traveler)

  
(Signature of traveler)

## TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

12/19/2019  
(Date)

  
(Signature of Supervising Senator/Officer)



Ms. Elizabeth Lewis  
Senate Foreign Relations Committee  
423 Dirksen Senate Office Building  
Washington, DC 20510

On behalf of the United Nations Foundation and World Food Program USA, we are writing to invite you to join a Congressional Staff Delegation to learn more about the World Food Programme's operations in Niger from October 5 – October 12, 2019.

As you know, populations in Niger are vulnerable to chronic food insecurity and malnutrition, regional conflict, resultant displacement, and recurrent shocks like disease outbreaks and floods. Approximately 2.3 million people across the country require emergency assistance to meet their basic needs and millions more experience transitory shortages during the lean season. The causes are diverse, including inadequate agricultural production, security constraints, and high demographic growth. Beyond that, epidemics and conflict in three neighboring countries are aggravating the situation. In the Lake Chad Basin, prolonged conflict perpetuated by Boko Haram and the Islamic State of Iraq and Syria-West Africa, for example, has internally displaced more than 100,000 people in Niger and prompted nearly 120,000 Nigerian refugees to flee into Niger's Diffa Region as of May 2019.

The World Food Programme and USAID are working in Niger to alleviate these hunger and malnutrition conditions and carry out critical resilience-building activities by supporting smallholder farmers, investing in crisis preparedness measures, building capacity within the Ministry of Education to deliver school meals, and addressing the ongoing refugee situation and its impact on food insecurity.

This trip will be an opportunity to see these efforts in action and gain valuable, firsthand updates on the humanitarian and political situation in Niger. While in-country the delegation will conduct site visits and meet with the WFP leadership team, U.S. Embassy leadership team, USAID personnel, Nigerien authorities, humanitarian workers, and members of civil society, providing the delegation with a wide-range of experiences that demonstrate how WFP is working together with the U.S. to promote stability and long-term sustainable development in Niger and beyond.

Over the last several years, we have organized successful Member and staff learning trips to visit UN operations in South Sudan, DR Congo, the Central African Republic, and Mali, each time working hand-in-hand with the UN and the U.S. Department of State to ensure the security and safety of our delegations. Please be assured, this trip is no exception. Space is extremely limited for this trip, so please contact us as soon as possible if you are interested in learning more. Thank you!

Peter

Philip C. Kaudry

**Philip C. Karsting**  
President & CEO  
World Food Program USA

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